

# Attachment 1



## Hilton

Hilton Washington DC North  
620 Perry Parkway, Gaithersburg, MD 20877

### **Making a group reservation on the Internet for the Hilton Washington DC North/Gaithersburg.**

Group Name: **BFR 2005 - NIST**

This Group has rooms available from **06/12/05** departing on **06/15/2005** available till **05/25/2005**  
The Group Code is **BFR**.

- go to the Hilton Internet Site at [www.hilton.com](http://www.hilton.com)  
<https://secure.hilton.com/en/hi/res/index.jhtml> - - - booking site
- enter under Location
  - City Gaithersburg
  - State Maryland
  - click on FIND IT button
- click on the BOOK A ROOM button, for the Hilton Washington DC North/Gaithersburg and enter the following information
  1. **Dates:** Arrival Date, Departure Date, how many Rooms, how many Adults, how many Children
  2. **Preference:** your Smoking Preference
  3. **Special Accounts** in the box for Group/Convention Code enter **BFR**
- click the NEXT button for the appropriated rate
- click on the room type you would like and use the NEXT button again
- fill in your guest information
- click on the BOOK NOW button to confirm your reservation

If you have any problems making a reservation please call the Hotel at 301 977 8900.  
Or email us at [jmarx@hiltongaithersburg.com](mailto:jmarx@hiltongaithersburg.com) or [Tlewis@hiltongaithersburg.com](mailto:Tlewis@hiltongaithersburg.com).